Money Matters Finance Newsletter

November 2019

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2020 Wedding and Funeral Fees

The 2020 Parochial fees have now been released by the National Church and a copy has been attached. You can find the full information on the Church of England website [here](#).

A reminder that parishes are asked to please submit their Diocesan fees return every quarter. The return details the Diocesan fees collected in the previous three months, and the form that needs to be completed can be found [here](#). The form is available in Word and Excel formats and includes information on how to send the monies owed to the London Diocesan Fund.

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Music Licences

Music licences are essential for all churches and worshipping communities. Any public use of music (including praise & hymn singing and showing film clips, DVDs & videos) require you to be covered by a relevant licence. There are two primary types of licence:

CCLI (Christian Copyright Licensing International) provide specialist licences for churches. CCLI also provide [fact files](#) which explain the level of cover you need. These licences are particular popular for covering hymns and worship songs.

TheMusicLicence is a single licence allowing you legally to “play music for employees or customers… through the radio, TV, other digital devices and live performances.” It is a single licence for all non-worship music and the price will be [tailored to your needs](#).

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1 “What is TheMusicLicence,” PPL PRS Ltd, accessed 30th August 2018, [https://pplprs.co.uk/themusiclicence/](https://pplprs.co.uk/themusiclicence/)
Association of Church Accountants and Treasurers (ACAT) Training 2020

**ACAT** is an independent organisation which provides support and training for church treasurers. They also provide helpful advice and guidance in the membership area of their website. The log-in details are available from your Area Finance Adviser. Below are the training dates through to March 2020:

**BEING A TREASURER—the basics**

Designed to equip today's treasurer with the knowledge needed to carry out the role. Subjects covered include an introduction to Governance, Bookkeeping, Gift Aid, Accounts Preparation and Independent Examination.

- **Saturday 14 September 2019**
  - Engage South West, St. Leon Road, Milehouse, PLMOUTH PL 3 0G

- **Saturday 28 September 2019**
  - Bridge Community Church, Kider Street, LEEDS LS5 7RE

- **Wednesday 2 October 2019**
  - CCLA, Senator House, 35 Queen Victoria Street, LONDON EC4V 4ET

- **Saturday 2 November 2019**
  - Bridge Chapel Centre, Heath Road, LIVERPOOL L19 4JR

- **Saturday 21 January 2020**
  - Venue TBC—YORK

- **Wednesday 12 February 2020**
  - Venue TBC—CARDIFF

**GIFT AID & THE GIFT AID SMALL DONATIONS SCHEME (GASDS)**

Looking at Gift Aid in detail to examine all the requirements that it imposes as well as identifying ways in which churches can maximise their use of it. The course will also look in detail at the new rules for small donations.

- **Tuesday 24 September 2019**
  - Owlelo Road Baptist Church, Uddles Road, PETERBOROUGH PE2 9PB

- **Friday 29 November 2019**
  - Diocese of Birmingham, 1 Colmore Row, BIRMINGHAM B3 2B

- **Tuesday 10 March 2020**
  - The New Room, John Wesley's Chapel, 36 The Homelair, BRISTOL BS1 3JE

**GENERATING INCOME / GRANT APPLICATIONS**

How to fund a church project—an interactive course looking at de-risking the process from the beginning through to celebration party and worship.

- **Saturday 7 September 2019**
  - Claygate Centre, 138a Holdenhurst Road, BOURNEMOUTH BH8 8AS

- **Saturday 14 March 2020**
  - St Nicholas Church, Beoley Hill, ROCHESTER ME1 1SL

**INDEPENDENT EXAMINATION**

This course aims to "show the other side", ie what the independent examiner is looking for, so that your Annual Accounts are correctly presented according to the requirements of the latest Charity Act.

- **Wednesday 5 February 2020**
  - Oxford Quaker Meeting House, 43 St Giles', OXFORD OX1 3LW

**TRUSTEE RESPONSIBILITIES—Risks, Reserves & Investment**

This course aims to deepen trustees' understanding of their duty to manage their church's resources responsibly. It is non-technical and suitable for all trustees.

- **Saturday 28 March 2020**
  - Clarendon Centre, 47-9 New England Street, BRIGHTON BN1 4GQ

**BUDGETING & PLANNING**

This course will explain the importance of budgeting, understanding the principles and process, and preparing the annual budget.

- **Saturday 23 November 2019**
  - Church of the Good Shepherd, Beavers Lane, Hounslow LONDON TW4 6HJ

**TRUSTEE RESPONSIBILITIES—Risk, Health & Safety**

This course is designed to provide a grounding in health and safety management in churches for anyone responsible for exercising the church's duty of care to its staff, volunteers, congregation and the wider public.

- **Saturday 16 November 2019**
  - Hilton Garden Inn Luton North, Butterfields, Hitchin Road, LUTON LU2 8DL

- **Saturday 28 February 2020**
  - Diocese of Southwell & Nottingham, 28 Westgate, Southwell, NOTTINGHAM NG25 0IH
Contact Details for the Area Finance Advisers

Mary Spedbury 020 7932 1245 for Kensington
Martin Hornbuckle 020 3837 5018 for Stepney and Two Cities
Julie Churchyard 020 3837 5015 for Edmonton

For urgent queries from parishes in Willesden please email joshua.townson@london.anglican.org and someone will respond as soon as is possible.

email: firstname.lastname@london.anglican.org